



KEWAUNEE COUNTY ADMINISTRATOR'S OFFICE

Scott Feldt
County Administrator

2016 Kewaunee County Employee Holiday Schedule

HOLIDAY	OFFICES CLOSED
NEW YEAR'S DAY	FRIDAY, JANUARY 1
GOOD FRIDAY	FRIDAY, MARCH 25
MEMORIAL DAY	MONDAY, MAY 30
4 TH OF JULY	MONDAY, JULY 4
LABOR DAY	MONDAY, SEPTEMBER 5
THANKSGIVING	THURSDAY, NOVEMBER 24
DAY AFTER THANKSGIVING	FRIDAY, NOVEMBER 25
DECEMBER 24	FRIDAY, DECEMBER 23
CHRISTMAS DAY	MONDAY, DECEMBER 26
DECEMBER 26	TUESDAY, DECEMBER 27

HOLIDAYS

The following legal holidays on which Kewaunee County elected and appointed officials may close their offices shall be as follow:

January 1, Good Friday, Memorial Day, July 4th, Labor Day, Thanksgiving Day, Day after Thanksgiving, December 24, Christmas Day, December 26.

If a holiday falls on a Saturday, it shall be observed the preceding work day and if a holiday falls on a Sunday, it shall be observed on the following work day.

No holiday pay is to be paid to an employee who is absent from work on the work days immediately prior to or following such holiday unless such absence is due to sick leave, vacation leave, authorized or directed leave.

If a holiday falls during a vacation period, the employee shall be paid the holiday and shall receive an additional day of vacation.

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